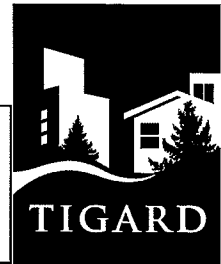


Agenda Item No. 7.1 b.
For Agenda of 1/9/07



Tigard City Council Meeting Minutes

Date: December 11, 2006
Time: 1:20 p.m.
Place: 14565 SW Klipsan Lane
Tigard, Oregon
Attending: Mayor Craig Dirksen Presiding
Councilor Sally Harding
Councilor Sydney Sherwood
Councilor Nick Wilson
Councilor Tom Woodruff
Also Present: Councilor-Elect Buehner, City Manager Prosser, City Recorder Wheatley

| Agenda Item | Discussion & Comments | Action Items (follow up) |
|----------------------|--|--------------------------|
| Goal-Setting Meeting | City Council discussed how goals have been set in the past. The process has evolved from setting a large number of goals to narrowing down to a few multi-year goals with benchmarks identified for the upcoming calendar year as a measurement for progress. | |
| | <p>There was discussion on whether Council members thought there had been much progress on stabilizing the City's financial situation. Listed below are some of the accomplishments identified for this long-range goal:</p> <ul style="list-style-type: none">♦ Identifying new revenues – established the Financial Strategies Task Force. Gas tax is now under consideration with a public hearing scheduled for December 19, 2006. Transportation Impact Fees will also be evaluated as a potential revenue source. In addition, the Street maintenance fee was implemented.♦ Franchise fees have been reviewed and adjusted.♦ Expenditures are being monitored closely.♦ Fees, in general, have been updated to recover more of the cost of service (i.e., developer fees). <p>Because of the above activities, the “dire predictions” related to the General Fund</p> | |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
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| | balance have not come to pass. | |
| | <p>Other recurring goals or goals that were identified in past years included:</p> <ul style="list-style-type: none"> ♦ Long-range water supply ♦ Build a new library ♦ Communication ♦ Traffic management ♦ Support Tigard Youth | |
| | Mayor Dirksen commented that he felt the City is “on track” with significant progress made in all goal areas. | |
| | There was discussion on the transportation goals for improvement. Councilor Wilson noted the City of Milwaukie was able to do some major improvements to McLoughlin Boulevard, which received some federal funding – an effort that was several years in the making. He commented that the gas tax proposal was less controversial than he had anticipated at the open houses held recently. If the City Council should decide it did not want to place a sunset clause in a gas tax ordinance, if one is adopted, then additional projects could be earmarked for the future or for funds to be set aside to be used for grant matching dollars. | |
| General discussion on areas for potential goals or for ongoing departmental work included the following: | <i>City Recorder’s Note: City Manager Prosser wrote key points of the City Council discussion on flip chart pages. A summary and preliminary format for the goals is attached to these minutes and marked “Attachment A.”</i> | |
| Discussion highlights: | <ul style="list-style-type: none"> ♦ Eventual need to build a Police Department. | Future: New facility for police. |
| | <ul style="list-style-type: none"> ♦ All departments will be working on strategic plans to identify future needs. | All departments to prepare strategic plans. |
| | <ul style="list-style-type: none"> ♦ The Public Works Department is preparing a Facilities Plan; this will be introduced during the budget process. | Public Works Facilities Plan to be presented during next Budget process. |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
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| | <ul style="list-style-type: none"> Community Investment Program will be changed so that the City Council will be able to see all projects identified, but for which there is no funding. This will be helpful to the City Council as it makes some project priority judgment decisions. | Changes to Community Investment Program to assist Council in setting priorities. |
| | <ul style="list-style-type: none"> Money to be set aside for information system replacement schedule (i.e., personal computers). Also a set aside for police vehicles. | Set asides to be implemented to avoid spikes in expenditures. |
| | <ul style="list-style-type: none"> A planning position was created for the downtown urban renewal effort, which is still planned to be transitioned to an economic development position. | Economic development position still planned. |
| | <ul style="list-style-type: none"> Discussed status of Comprehensive Plan Review. Inventory (baseline) will be established in early 2007. Much of 2007 will be devoted to public outreach/input. Council Consensus: Tigard Comprehensive Plan will remain as one of the City Council goals for 2007, which was termed the "strategic plan for the growth of the city" and "updating the blueprint for the city." | Comprehensive Plan remains as a goal. Complete baseline in 2007. Public outreach/input primary emphasis in 2007. Comp Plan will update the blueprint for the city. |
| | <ul style="list-style-type: none"> Preamble – City Council agreed to have a preamble before the goals as they recognized there are several past goals that need to be kept moving forward and tracked. | Write a preamble to the 2007 Council goals so ongoing goals and target areas are monitored and progress is shared with the public. |
| | <ul style="list-style-type: none"> Council is choosing not to focus on day-to-day activities, but to have a future years' focus. | Council focus to be on future targets: 5, 10, 15 year goals. |
| | <ul style="list-style-type: none"> Councilor Harding suggested a revised format for listing the City Council goals and other areas that being tracked. She recalled there was a good example of another City that she shared with the City Council previously. She thought it might have been from a city in Texas. Staff will review files to determine if this information can be | Review format for goal summary. Council members agreed the goal list format should not be longer than one page. |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
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| | located. | |
| | <ul style="list-style-type: none"> ♦ Mayor Dirksen wanted to make sure that the Boards and Committees were thanked for their input for goals. Committee members should be notified that the goals on their list were reviewed. Noteworthy: Library Board included goals for other areas of the City as well as for the Library. | Formally thank Board and Committees for their input to the Council goals. |
| | <ul style="list-style-type: none"> ♦ There was discussion on whether there is a need for the Mayor to be more visible in regional activities. After discussion, consensus was to have City Council members focus on local issues so the Mayor would have more time to represent the City of Tigard on regional issues. The Council wants the City to be known for its involvement and to work towards receiving the City's share of funding available from regional, state, and federal sources. Councilor Wilson put out the question whether there would be any way for a local government to offer an incentive to the official's employer to allow time to be spent on City issues. There is a large workload for the Mayor and Council and it appears there are not a lot of people who are willing to serve. Councilor Harding emphasized the importance of sharing what is learned by the Mayor and Council members through their liaison assignments and training sessions to build cohesiveness. <p>Councilor Harding and Mayor Dirksen both mentioned the possibility of looking at increasing the number of City Council members from five to seven.</p> | <p>Mayor's role – City Council members agreed they should take on local assignments so the Mayor will have time to represent Tigard in the region.</p> <p>Increasing members on Council would require a Charter revision.</p> |
| | <ul style="list-style-type: none"> ♦ Councilor-elect Buehner noted she has served on several county committees and the perception is that Tigard and cities in this part of the County are not "really committed" as participants at the county level. Councilor Wilson noted that Mayor Drake commented that 99W is "the worst" | Strive to have Tigard perceived as a team player in the County. |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
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| | <p>transportation route in the county. Others are acknowledging that it is “Tigard’s turn” to receive funding and assistance with transportation issues.</p> <p>City Manager Prosser said that it was the perception in the past that Tigard was not a “player”; however, “we our out there now...much more involved.” To say that the City of Tigard is not participating is probably linked to old perceptions.</p> <p>In the discussion about how to free up more time for Mayor Dirksen to attend some of the regional meetings, Mayor Dirksen noted that the Downtown Task Force had taken a lot of his time. He anticipates he will be able to attend more day-time meetings. There was consensus that the Mayor should be more visible.</p> | |
| | <ul style="list-style-type: none"> ◆ The City of Tigard has a number of issues similar to the City of Beaverton. Perhaps, the City should have a joint meeting with the Beaverton City Council. | <p>Consider a joint meeting with the Beaverton City Council.</p> |
| | <ul style="list-style-type: none"> ◆ City Manager Prosser noted there has been some discussion of starting up two additional regular meetings for Washington County Mayors and another for City Managers. | <p>Meetings to be started up:</p> <ol style="list-style-type: none"> 1. Washington County Mayors. 2. Washington County Managers |
| | <ul style="list-style-type: none"> ◆ There was discussion on the number of meetings the Mayor must attend including the Mayor’s Appointments Advisory Committee. It would be possible for two City Council members to serve on this Committee and make recommendations to the Mayor. Mayor Dirksen outlined the broad powers of the Mayor including board and committee appointments and setting the City Council agenda. | <p>Mayor’s Appointment Advisory Committee – consider changing so the Mayor does not necessarily attend all meetings. The committee is advisory to the Mayor and, therefore, will make recommendations to the Mayor regarding appointments.</p> |
| | <ul style="list-style-type: none"> ◆ There was discussion on training for board and committee members and to suggest members consider serving on the City | <p>Establish board and committee training. Urge Committee members to</p> |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
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| | Council in the future. | consider service on the City Council. |
| | <ul style="list-style-type: none"> ♦ The Transportation System Plan needs to be updated; but first, the Comprehensive Plan needs to be completed. | TSP to be updated after the Comprehensive Plan is completed. |
| | <ul style="list-style-type: none"> ♦ Items to be included in the preamble as projects that will continue to be worked on include a community center (meeting also the need for a teen center), parks and greenspaces acquisition (for which there is a plan in place). Some Metro dollars should become available since their bond measure was approved in November. Mayor Dirksen commented that if the Metro bond measure had not passed, he would have liked to put a measure for park acquisition dollars for the City of Tigard. | <p>Preamble to include:</p> <ul style="list-style-type: none"> ♦ community center ♦ parks/greenspace acquisition <p>The preamble will differentiate between City Council goals and staff tasks.</p> |
| | <ul style="list-style-type: none"> ♦ The Tualatin Valley Fire & Rescue bond measure was also approved in November. There was discussion about continuing to cultivate a good relationship with TVF&R to “bridge” a way towards funding some additional projects. | Cultivate relationship with TVF&R; explore possibility of joint ventures on projects. |
| | <ul style="list-style-type: none"> ♦ Councilor Sherwood noted the work done to gain support from other jurisdictions for two years for the safety levy, which was also approved in November. | Blueprint for success was established with the work on the safety levy. |
| | <ul style="list-style-type: none"> ♦ Councilor Harding noted the Washington County Coordinating Committee might consider a gas tax. She expressed concern that Tigard would not look like a team player if it went ahead and approved a gas tax now. Councilor-elect Buehner noted the need for funding to leverage additional dollars for Tigard transportation projects. Councilor Wilson said the State might also be considering a gas tax of about 10 cents/gallon. Councilor-Elect Buehner expressed concern with rural communities voting down tax measures. | Gas tax pros and cons – potential for a County and/or a State gas tax proposal. Cooperate and coordinate with other jurisdictions. |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
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| | <p>Meeting recessed at 2:40 p.m. Meeting reconvened at 2:55 p.m.</p> | |
| | <ul style="list-style-type: none"> ◆ Councilor Sherwood reported on a National League of Cities session she attended recently regarding a pandemic. She spoke of a business continuity plan, how to care for the elderly and poor in the community, educate people so they are able to feed and care for themselves for at least two weeks. <p>City Manager Prosser referred to the CERT training; people representing neighborhoods and businesses should be encouraged to attend this training.</p> <p>Revisiting lessons learned from past widespread emergencies. For example, it is possible that up to 40% of the workforce would be lost if there is widespread illness due to those who are ill and unable to work and those who need to stay home and care for the sick.</p> | <p>An action item (not a City Council goal):</p> <p>Emergency preparedness for pandemic including establishing a business continuity plan. We also need to prepare for a massive earthquake.</p> |
| | <ul style="list-style-type: none"> ◆ Water source will not be a major goal, but noted it is a continuing item to be included in the preamble. | <p>Water source will be included in the preamble.</p> |
| | <ul style="list-style-type: none"> ◆ Mayor Dirksen said City Council goals should focus on those areas where the City Council needs to formulate policy. | <p>Goals will focus on policy formulation.</p> |
| | <ul style="list-style-type: none"> ◆ There was discussion on the past transportation goal and it might now be phrased to more broadly represent that the goal will be to aggressively pursue financing for congestion relief. The last transportation bond presented was voted down several years ago. The measure identified work on smaller roads and not the areas where there was the greatest frustration. | <p>Transportation goal to be stated in broad terms.</p> |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
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| | <ul style="list-style-type: none"> There was discussion on whether the City Council would support the I-5 connector. If this connector is planned too far to the south, it will not be of benefit to the problems on Highway 99. | Support of I-5 connector to ease congestion on Hwy. 99. |
| | <ul style="list-style-type: none"> There was discussion on whether the City Council would support funding on Highway 217. Solutions are expensive because of extensive on/off ramp designs (flyovers). One lower-cost proposal is to reduce the number of exits to fewer merge connections; for example, the Denney exit could be closed, and the Allen exit would remain. | Determine status of Metro's study of Highway 217. |
| | <ul style="list-style-type: none"> Councilor Wilson said it will be great for the City Council in that it will not need to spend so much time on Bull Mountain related issues and to let this matter settle down. Councilor Sherwood suggested that the City could make efforts to accommodate people who want to annex to Tigard. City Manager Prosser suggested developing an annexation policy – it would not be a City Council goal, however. Mayor Dirksen agreed he did not want any type of annexation effort listed as a City Council goal. Councilor-elect Buehner advised she was concerned about continuing to subsidize areas that are not within cities. She suggested some land might become available in unincorporated areas and that the City of Tigard should anticipate where these areas might be and negotiate a “right of first refusal” so land might be purchased for future parks. An annexation policy discussion will be scheduled as a workshop discussion item in January. <p>Council agreed there would be no goal relating to annexation and the focus in 2007 would be on the City of Tigard.</p> | <p>No goal on annexation in 2007.</p> <p>Concerns about subsidies. First right of refusal suggested for properties for future parks.</p> <p>Annexation policy discussion scheduled in January.</p> |

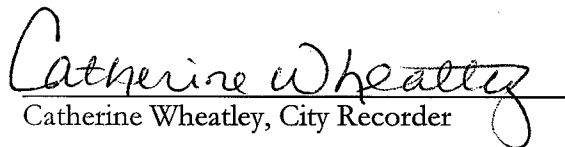
| Agenda Item | Discussion & Comments | Action Items (follow up) |
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| | <ul style="list-style-type: none"> ♦ Council agreed emphasis should be placed on the activation of the neighborhood program. | 2007 emphasis: Neighborhood Program |
| | <p>Councilor-elect Buehner brought up issues with how CPO4B does not function well for City of Tigard residents and there was discussion about how this might be addressed. City Manager Prosser advised he met recently with Washington County's Lobbyist Dennis Mulvihill to communicate areas of interest from the City of Tigard's perspective for the upcoming year relating to City-County joint efforts and also regarding the legislative session. City Manager Prosser said Mr. Mulvihill expressed interest in learning more about the concerns of the city with the CPO. City Manager Prosser noted this issue will also be pursued by the regional City Manager's group.</p> | Work with the County on CPO structure. |
| | <ul style="list-style-type: none"> ♦ The City of Beaverton is experiencing similar issues as the City of Tigard and it might be worthwhile to schedule a joint meeting with the Tigard and Beaverton City Councils. | Explore possibility of a joint meeting with the Beaverton City Council. |
| | <ul style="list-style-type: none"> ♦ Councilor Harding supported efforts to building relationships with the County government and Bull Mountain unincorporated area residents. She noted some issues still remain to be resolved. Councilor Sherwood noted that future discussions would be good and expressed hope that personalities could be taken out for a more productive dialogue. Councilor Harding suggested that discussions might progress better if new participants are involved. Councilor Wilson noted the City of Tigard will be establishing a couple of new park areas on Bull Mountain. | Relationship building: County government and Bull Mountain unincorporated area residents. |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
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| | <ul style="list-style-type: none"> There was discussion about the recent City of Bull Mountain incorporation election results. Three precincts were involved. The precinct at the "top of the hill" was supportive while the other two precincts' voters turned down the proposal to incorporate. Councilor Wilson noted that Areas 63 and 64 will now be planned by the County. | Areas 63 and 64 will be planned by the County. |
| | <ul style="list-style-type: none"> In further discussion, City Council noted it would be receptive to citizens requesting annexation. Councilor-elect Buehner noted there is a park along Barrows and suggested it would be worthwhile to consider developing trails the area off of Fern Street. | City receptive to people requesting annexation. |
| | <ul style="list-style-type: none"> Interactions with schools and youth were discussed. The Mayor attends events at the schools and City Manager Prosser and Police Chief Dickinson meet every month with the superintendent. The High School Administration staff is also aware the City Council is available to come to or participate in events. | Continue to work on interaction with Tigard youth. |
| | <ul style="list-style-type: none"> There was discussion on progress made toward traffic congestion issues, especially relating to 99W and Highway 217. The City Council will be considering a gas tax on December 19, 2006. | Traffic congestion issues. Gas tax under consideration by the City Council on December 19, 2006. |
| | <ul style="list-style-type: none"> City Council members supported the idea of appointing a City Council liaison to all the Board and Committees. This City Council liaison would attend a meeting once or twice a year and also this Council member would be the contact for the Board or Committee if it has issues or concerns it would like to bring to the attention of the City Council. | City Council liaison to be appointed to all boards and committees. |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
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| | <ul style="list-style-type: none"> There was discussion about the need to communicate to boards and committees about final decisions on matters they have forwarded to the City Council. Also, the City Council members were supportive of procedures established to provide training to advisory committees outlining its purview and responsibilities. Bylaws for these groups should be considered. | <p>Improve communications between the City Council and Boards and Committees.</p> <p>Provide training to Boards and Committees.</p> <p>Encourage Boards and Committees to establish bylaws.</p> |
| | <ul style="list-style-type: none"> City Council members decided to leave the downtown on the City Council goal list noting the next steps will be promoting development and identifying funding sources. People-centered activities to create a community fabric were discussed: A theme or identity would be a component as well as support of a community square, which could be used by a theater group such as Broadway Rose, the Farmer's Market, artists, art galleries, books/authors, evening shows, and music (specifically an orchestra group mentioned by Councilor-elect Buehner). | <p>Downtown Plan will again be on the City Council goal list. Next steps listed: funding, development, community square, cultural and community activities.</p> |
| | <ul style="list-style-type: none"> Mayor Dirksen referred to an area in the downtown (where railroad tracks are being removed) and suggested looking in to the possibility of acquiring some property. | <p>Acquire property for community square.</p> |
| | <ul style="list-style-type: none"> There was discussion on the 99W viaduct and cleaning up the area underneath. If modern supports were constructed, it would open up more space in the downtown. Councilor Wilson said the City might offer to work on this project for the Oregon Department of Transportation. A representative of ODOT is scheduled to talk to the City Council in the near future and improvement and maintenance to this structure should be brought up at that time. | <p>Work with ODOT to determine how viaduct can be improved.</p> |

| Agenda Item | Discussion & Comments | Action Items (follow up) |
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| | <p>been serving as the alternate to Mayor Kidd on this committee.</p> <p>Transportation Financing Strategies Task Force – Councilor-elect Buehner</p> <p>Tualatin Basin Natural Resources Coordinating Committee – this committee’s work is concluding. Current representative is Councilor Harding.</p> <p>Community Development Block Grant – Councilor Sherwood</p> <p>Water-related groups Willamette River Water Coalition – Councilor Woodruff Intergovernmental Water Board – Councilor-elect Buehner as primary and Councilor Sherwood as alternate Regional Water Providers Consortium – Councilor Woodruff</p> <p>Washington County Coordinating Committee – Mayor Dirksen</p> <p>JPACT – City of Tigard should look to requesting a seat on this.</p> <p>Westside Economic Alliance – Mayor Dirksen</p> <p>Mayor’s Appointment Advisory Committee – There was discussion about trying to free up more time for the Mayor as he is supported by the City Council to represent the City at regional venues.</p> | <p>no longer be serving and City Council supported nominating Mayor Dirksen to serve as the alternate.</p> <p>Work toward involvement on JPACT.</p> <p>After discussion, the Council decided to continue with this committee as it is now and review changing the process at a later date.</p> |

| Agenda Item | Discussion & Comments | Action Items (follow up) | | | | | | | | | | |
|--------------------|--|---|---------------|-----|-------------------|-----|--------------------|-----|------------------|-----|--------------------|-----|
| | <ul style="list-style-type: none">City Manager Prosser reminded the City Council that a Council President shall be elected on January 9. | Elect Council President on January 9. | | | | | | | | | | |
| | <ul style="list-style-type: none">After discussion, Council members supported a new configuration of how the City Council and staff are seated at the Council desks in Town Hall. The Mayor and City Council will be located in the center and staff members will be on either side of the Council. Staff will set up the new configuration to try out at the December 19, 2006, Council Business meeting. | New configuration of seating arrangement for City Council and staff at business meetings beginning December 19, 2006. | | | | | | | | | | |
| Executive Session: | <p>The Tigard City Council went into Executive Session to discuss pending litigation under ORS 192.660(2)(h).</p> <p>Out of Executive Session at 4:55 p.m.</p> | | | | | | | | | | | |
| Adjournment | The meeting adjourned at 4:55 p.m. | <p>Motion by Councilor Wilson, seconded by Councilor Woodruff, to adjourn the meeting.</p> <p>The motion was approved by a unanimous vote of Council present.</p> <table><tr><td>Mayor Dirksen</td><td>Yes</td></tr><tr><td>Councilor Harding</td><td>Yes</td></tr><tr><td>Councilor Sherwood</td><td>Yes</td></tr><tr><td>Councilor Wilson</td><td>Yes</td></tr><tr><td>Councilor Woodruff</td><td>Yes</td></tr></table> | Mayor Dirksen | Yes | Councilor Harding | Yes | Councilor Sherwood | Yes | Councilor Wilson | Yes | Councilor Woodruff | Yes |
| Mayor Dirksen | Yes | | | | | | | | | | | |
| Councilor Harding | Yes | | | | | | | | | | | |
| Councilor Sherwood | Yes | | | | | | | | | | | |
| Councilor Wilson | Yes | | | | | | | | | | | |
| Councilor Woodruff | Yes | | | | | | | | | | | |


Catherine Wheatley, City Recorder

Attest:


Mayor, City of Tigard

Date: January 9, 2007

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Final Goals to be submitted for City Council approval on January 23, 2006

DRAFT
DRAFT Council Goals 2007 DRAFT
DRAFT

Preamble

The Tigard City Council meets annually to set out its goals for the coming year. For our 2007 Goals we have focused our attention on those things that Council feels must be done in 2007 to lay the foundation for progress five, ten, and fifteen years in the future.

We also would like to acknowledge on-going tasks, programs, and projects that must and will be done to serve and protect Tigard citizens. These work items are primarily handled by staff and do not require specific Council action for progress. Examples of these work items include: obtaining a permanent and secure water source for the City, greenspace acquisition, the financial health of the City, public safety, and library services.

2007 Council Goals

1. Comprehensive Plan
 - a. Updating the blueprint for the City
 - b. Public Input
2. Continue to Support Implementation of the Downtown Plan
 - a. Pursue funding for projects
 - b. Prepare for business/developer recruitment
 - c. Promote Tigard identity
 - d. Promote community fabric in the downtown
 - i. Public Square
 - ii. Farmers Market
 - iii. Arts
 - iv. Culture
 - v. Business development
3. Aggressively pursue funding to correct traffic congestion within the City
 - a. Seek funding for 99W improvements
 - b. Support the I-5 Connector
 - c. Support Hwy 217 funding
 - d. Question for Council: There was some discussion about possible light rail down 99W. Should that be added to this list?

Note for Council: Items #4 and #5 below sound a bit awkward. Council may wish to wordsmith them.

4. Connect with citizens by completing the neighborhood organizations
 - a. Communications
 - i. Boards and Commissions
 1. Develop a regular training program for new members
 2. Develop Boards and Commissions as “farm teams” for future Council candidates
 3. Councilors will periodically sit in on meetings
 4. Develop a tracking system for Board and Commission recommendations
 5. Appoint Council liaisons to each Board and Commission
 - ii. Staff
 1. Periodically attend staff meetings
5. Build Tigard’s presence with Washington County, Metro, State, ODOT, Tri-Met, and Federal government
 - a. Enhance Council Communications and visibility
 - i. Citizen comment card at City Hall/Council meetings
 - ii. Work with Boards and Commissions
 - iii. Citizens
 - b. Have Mayor focus more externally (State, Federal, etc.)
 - c. Have Councilors focus more locally

Next Steps

- *Councilors to review and edit draft*
- *Council to adopt Goals January 23*
- *Once Goals are finalized, Craig P to write cover letter for Mayor’s signature thanking Board and Commission members for their valuable input and assistance.*